

AGENDA

**MASS TRANSIT COMMISSION
WEDNESDAY, AUGUST 11, 2021
MONONA CITY HALL
5211 SCHLUTER ROAD
6:00 P.M.**

Remote Teleconference Meeting via ZOOM

NOTICE OF ELECTRONIC MEETING

Due to the COVID-19 pandemic, this meeting will be conducted via electronic videoconferencing/teleconferencing. As such, it is likely that some or all members of, and a possible quorum, may be in attendance via electronic means and not physically present. In accordance with Wisconsin law, the meeting will remain open to the public. The public may still attend in person at the location stated in this agenda. However, due to the need to maintain social distancing and the limited physical space available, the public is encouraged and requested to also attend via electronic means. Directions to do so are listed at the bottom of this agenda. Upon reasonable notice, the needs of disabled individuals will be accommodated through auxiliary aids or services. For additional information or to request this service, contact Joan Andrusz at 608-222-2525.

1. Call To Order
2. Roll Call
3. Appearances
4. Unfinished Business
 - A. Ridership Report
 - B. Discuss Potential Committee Contributions or Suggestions to the City's Ongoing and Expanding DEI initiatives
5. New Business
 - C. Review and Approval of Transit Contract for 2022-26
 - D. Review and Approval of 2022 Operating Budget
6. Adjournment

DIRECTIONS TO ATTEND MEETING ELECTRONICALLY

You may attend via videoconference at <https://us02web.zoom.us/j/81368773604> or by downloading the free Zoom program to your computer at <https://zoom.us/download>. At the date and time of the meeting log on through the Zoom program and enter Meeting ID: 813 6877 3604.

You may attend via telephone conference by calling the following phone number:

PHONE NUMBER: 1-312-626-6799 / MEETING ID: 813 6877 3604, FOLLOWED BY #

Please mute your phone when not speaking to ensure best possible audio quality.

PUBLIC APPEARANCE BY ZOOM

Persons interested in publicly appearing before the Finance & Personnel Committee via computer or phone on the Zoom application are asked to submit an [Appearance Before a City Committee form](#) so that we can accommodate all online and phone requests to speak. Please submit your form as soon as possible. Requests will be accepted before and during the meeting until the Appearances section is closed. Requests submitted after the Appearances section is closed will not be able to speak. Link to form:

<https://www.mymonona.com/FormCenter/Committee-Application-11/Appearance-Before-a-Committee-Citizen-Co-82>

WRITTEN COMMENTS

You can send written comments on agenda items to mhoutakker@ci.monona.wi.us.

NOTE: Upon reasonable notice, the City of Monona will accommodate the needs of disabled individuals through auxiliary aids or services. For additional information or to request this service, contact Marc Houtakker at (608) 222-2525 (not a TDD telephone number), FAX: (608) 222-9225, or through the City Police Department TDD telephone number 441-0399.

The public is notified that any final action taken at a previous meeting may be reconsidered pursuant to the City of Monona ordinances. A suspension of the rules may allow for final action to be taken on an item of New Business.

It is possible that members of and a possible quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information or speak about a subject, over which they have decision-making responsibility. Any governmental body at the above stated meeting will take no action other than the governmental body specifically referred to above in this notice.

MH

MASS TRANSIT COMMISSION MINUTES
MAY 12, 2021

The regular meeting of the Mass Transit Commission for the City of Monona was called to order by Chairman Grupe at 6:00 p.m.

Present: Chairman Goforth, Andrew Petro, Jim Keck, Addi Faerber and Doug Pahl

Absent: Chairman Grupe

Also Present: Finance Director Marc Houtakker

APPROVAL OF MINUTES

None.

APPEARANCES

Shree Kalluri, Owner, Mobile 22 asked about the Transit RFP and talked about their electric buses.

UNFINISHED BUSINESS

Finance Director Houtakker updated the commission on the 2021 ridership report. The ridership report was updated thru April 2021. Mr. Houtakker noted the overall ridership decreased by 2,518 from last year, because of Covid 19. Mr. Houtakker noted that April 21 was the first increase from the prior year since February 2020. The Monona Express is averaging about 5 riders in Morning loop and 5 riders on the afternoon loop. Finance Director Houtakker also noted the Monona lift had a decrease of 265 rides compared to last year. Finance Director Houtakker noted that even with Covid 19 the Monona Lift is still being used by seniors.

The Transit Commission reviewed questions submitted by Commission members included in the packet. The Commission members debated what type of questions they wanted on the survey. The Commission focused their questions on what modes of transportation do current resident's use, ways to improve the current service, what current riders like about Monona Transit, and ways to attractive to riders. Commission wanted demographic information like age, gender, ethnicity, and household information. The Commission asked Ms. Faerber to write up a final transit survey for approval at the next meeting.

NEW BUSINES

Chairman Goforth talked about the City's DEI report Chairman Goforth stated the council just received the first report from the City's consultants and their initial findings. Chairman Goforth said she would email the report to the Commission. Ms. Houtakker stated Chairman Grupe ask this be a standing agenda item until further notice.

ADJOURNMENT

A motion by Mr. Keck, seconded by Mr. Pahl to adjourn, was carried. (7:30p.m.)

Ridership Report

Monona Express

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	Variance	2021	Rides
												Days	Per day
Jan	878	789	871	988	844	983	1,136	1,053	1,260	135	(1,125)	20	7
Feb	781	799	841	921	949	968	1,105	1,183	1,246	145	(1,101)	20	7
Mar	760	791	883	921	1,055	1,090	1,163	1,100	654	154	(500)	23	7
Apr	668	767	918	830	882	909	1,157	1,121	40	248	208	22	11
May	707	731	757	689	719	955	966	1,019	17	238	221	20	12
Jun	560	635	644	694	770	905	780	909	44	278	234	22	13
Jul	548	628	604	662	597	794	940	921	69	382	313	21	18
Aug	591	643	556	626	746	983	1,016	955	48				
Sep	535	606	795	771	843	856	993	1,104	110				
Oct	590	686	866	752	885	971	1,116	1,232	141				
Nov	589	687	814	712	892	1,036	1,002	1,174	105				
Dec	508	707	847	717	865	902	795	958	114				
	7,715	8,469	9,396	9,283	10,047	11,352	12,169	12,729	3,848	1,580	(1,750)	148	11

Monona Lift

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	Variance	2021	Rides
	Riders	Riders	Riders	Riders	Riders	Riders	Riders	Riders	Riders	Riders		Days	Per day
Jan	623	535	439	457	419	468	438	367	565	299	(266)	20	15
Feb	559	497	437	476	501	466	382	414	481	337	(144)	20	17
Mar	605	561	436	575	489	559	473	475	408	402	(6)	23	17
Apr	482	552	533	482	408	428	455	548	253	404	151	22	18
May	601	576	526	430	478	498	471	529	281	393	112	20	20
Jun	545	498	542	463	530	470	486	450	306	437	131	22	20
Jul	615	577	513	479	408	404	457	551	299	437	138	21	21
Aug	651	580	489	484	529	458	534	480	333				
Sep	683	513	518	535	523	477	484	489	299				
Oct	529	599	521	557	565	479	562	610	329				
Nov	540	438	406	467	503	455	503	472	284				
Dec	539	489	489	478	497	464	448	504	365				
	6,972	6,415	5,849	5,883	5,850	5,626	5,693	5,889	4,203	2,709	116	148	18
Total	14,687	14,884	15,245	15,166	15,897	16,978	17,862	18,618	8,051	4,289	(1,634)	148	29

Ridership
AM Loop

MAY
Date

	1	2	3	4	Total
3	1	-	-	2	3
4	-	-	3	4	7
5	-	1	4	3	8
6	-	1	4	5	10
7	-	1	1	3	5
10	-	-	4	3	7
11	-	-	4	3	7
12	-	-	4	2	6
13	-	1	3	2	6
14	-	-	-	2	2
17	-	-	5	-	5
18	-	1	4	4	9
19	-	1	3	4	8
20	-	1	3	3	7
21	1	-	1	2	4
24	-	-	3	3	6
25	-	1	3	3	7
26	1	-	4	2	7
27	-	-	4	1	5
28	-	-	4	3	7
0	-	-	-	-	-
0	-	-	-	-	-
0	-	-	-	-	-
Total	3	8	61	54	126
Total days	20	20	20	20	20
Avg per Day	0	0	3	3	6

JUNE Date	Ridership AM Loop				Total
	1	2	3	4	
1	-	-	3	3	6
2	-	-	4	3	7
3	-	1	3	3	7
4	-	1	1	4	6
7	1	-	4	2	7
8	-	1	3	3	7
9	-	-	2	3	5
10	1	1	4	1	7
11	-	-	3	2	5
14	-	-	4	1	5
15	1	2	4	2	9
16	1	-	6	4	11
17	1	-	3	4	8
18	-	-	3	2	5
21	1	1	2	1	5
22	1	1	3	2	7
23	2	-	4	2	8
24	1	2	4	3	10
25	-	-	-	1	1
28	1	-	3	1	5
29	2	-	5	4	11
30	1	-	3	3	7
0	-	-	-	-	-
Total	14	10	71	54	149
Total days	22	22	22	22	22
Avg per Day	1	0	3	2	7

JULY Date	Ridership AM Loop				Total
	1	2	3	4	
1	-	-	3	4	7
2	-	-	1	4	5
6	-	1	8	5	14
7	-	1	5	3	9
8	2	3	4	4	13
9	1	2	2	2	7
12	1	-	4	2	7
13	2	1	7	5	15
14	1	3	5	4	13
15	-	1	5	2	8
16	-	-	3	2	5
19	1	2	6	3	12
20	-	2	8	2	12
21	1	3	4	4	12
22	1	3	4	2	10
23	1	-	3	3	7
26	1	-	4	1	6
27	1	3	5	4	13
28	1	2	7	3	13
29	-	2	5	1	8
30	-	-	3	3	6
	-	-	-	-	-
	-	-	-	-	-
Total	14	29	96	63	202
Total days	21	21	21	21	21
Avg per Day	1	1	5	3	10

Ridership
PM Loop

MAY

Date	1	2	3	4	Total
3	1	4	1	1	7
4	-	4	1	1	6
5	2	3	1	1	7
6	3	3	1	2	9
7	1	3	1	1	6
10	1	4	-	1	6
11	2	4	-	1	7
12	1	3	-	1	5
13	3	2	1	-	6
14	2	1	-	-	3
17	1	2	1	1	5
18	2	2	-	1	5
19	2	2	-	-	4
20	1	4	-	1	6
21	3	1	-	1	5
24	1	4	-	1	6
25	1	3	-	1	5
26	1	3	-	1	5
27	2	2	-	-	4
28	1	3	-	1	5
0	-	-	-	-	-
0	-	-	-	-	-
0	-	-	-	-	-
Total	31	57	7	17	112
Total days	20	20	20	20	20
Avg per Day	2	3	0	1	6

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JUNE Date	Ridership PM Loop				Total
	1	2	3	4	
1	2	3	-	1	6
2	1	4	-	1	6
3	4	4	-	1	9
4	3	2	1	2	8
7	3	2	-	1	6
8	3	2	-	1	6
9	1	3	-	1	5
10	1	2	-	-	3
11	3	1	-	1	5
14	2	3	-	1	6
15	1	3	-	-	4
16	3	3	-	1	7
17	4	3	-	-	7
18	2	1	-	1	4
21	1	4	-	-	5
22	3	2	-	1	6
23	-	2	3	1	6
24	3	5	-	1	9
25	1	-	-	1	2
28	3	1	-	1	5
29	2	3	-	1	6
30	3	4	-	1	8
0	-	-	-	-	-
Total	49	57	4	19	129
Total days	22	22	22	22	22
Avg per Day	2	3	0	1	6

Ridership

PM Loop

JULY

Date	1	2	3	4	Total
1	2	3	-	1	6
2	2	1	-	1	4
6	8	2	2	1	13
7	7	2	-	1	10
8	4	6	-	1	11
9	4	1	-	1	6
12	3	3	-	1	7
13	8	3	1	1	13
14	5	5	-	1	11
15	4	2	-	2	8
16	2	1	-	1	4
19	4	5	-	1	10
20	7	5	1	1	14
21	7	3	-	1	11
22	2	4	-	1	7
23	3	1	-	1	5
26	1	4	-	-	5
27	6	2	-	1	9
28	9	3	-	1	13
29	5	2	-	1	8
30	2	2	-	1	5
0	-	-	-	-	-
0	-	-	-	-	-
Total	95	60	4	21	180
Total days	21	21	21	21	21
Avg per Day	5	3	0	1	9

City of Monona
Mass Transit Proposal

Mobility Transformation, Inc

	Cost					Total	Rates				
	2022	2023	2024	2025	2026		2017	2018	2019	2020	2021
New Bus	452,579.05	457,438.32	462,297.59	467,156.86	472,016.13	2,311,488	95.00	96.02	97.04	98.06	99.08
Used Bus	-	-	-	-	-	-	-	-	-	-	-
Smart Phone	-	-	-	-	-	-	-	-	-	-	-
Website	-	-	-	-	-	-	-	-	-	-	-
First Student	2022	2023	2024	2025	2026	Total	2017	2018	2019	2020	2021
New Bus	282,504.61	290,936.87	299,702.61	308,658.91	317,948.69	1,499,752	59.30	61.07	62.91	64.79	66.74
Used Bus	1,980.00	1,980.00	1,980.00	1,980.00	1,980.00	9,900					
Smart Phone	1,980.00	1,980.00	1,980.00	1,980.00	1,980.00	9,900					
Website	286,464.61	294,896.87	303,662.61	312,618.91	321,908.69	1,519,551.69					

Difference	166,114.44	162,541.45	158,634.98	154,537.95	150,107.44	791,936.26					
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Monona Transit
Proposed 2022 Budget

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	TO DATE 6/30/21	2021 YEAR END ESTIMATED	2021 BUDGET	Proposed 2022 BUDGET	Difference	Percent Increase Decrease
602-46-41110-000	73,385	76,188	77,173	75,629	75,629	75,629	89,148	23,519	31.10%
602-46-43530-000	131,822	178,483	138,481	-	135,000	135,520	157,556	22,036	16.26%
602-46-46390-400	6,174	6,365	3,594	886	3,500	4,000	6,000	2,000	50.00%
602-46-46390-401	15,229	18,524	7,988	2,000	8,000	11,965	11,965	-	0.00%
602-46-46390-402	410	553	97	-	100	100	100	-	0.00%
602-46-46390-403	4,720	5,720	3,525	1,460	5,000	6,000	6,000	-	0.00%
602-46-46900-100	10,000	10,000	10,000	-	-	-	-	-	0.00%
602-46-49300-000	-	-	-	-	-	12,947	10,000	(2,947)	-22.76%
TOTAL TRANSIT UTILITY REVENUES	241,540	296,433	240,857	79,966	227,229	246,161	280,769	44,608	18.12%
EXPENSES									
602-53-53520-110	2,368	3,015	3,114	1,573	3,145	3,019	3,208	189	6.26%
602-53-53520-130	175	216	226	114	228	231	245	14	6.24%
602-53-53520-131	296	437	210	106	212	201	209	8	3.74%
602-53-53520-132	10	1	1	1	1	4	2	(2)	-50.00%
602-53-53520-133	403	604	588	302	604	706	640	(66)	-9.35%
602-53-53520-290	226,890	226,276	237,109	78,369	242,000	242,000	286,465	44,465	18.37%
602-53-53520-391	874	233	-	136	136	-	-	-	0.00%
TOTAL TRANSIT UTILITY EXPENSES	230,016	232,782	241,248	80,600	246,326	246,161	280,769	44,608	18.12%

PROJECTED NET LOSS
Current Fund Balance

(19,097)
32,974
13,877